

STANDARD FORM NO. 64

CONFIDENTIAL**Office Memorandum • UNITED STATES GOVERNMENT**

TO : Director of Training

DATE: 3 September 1953

FROM : Chief, Junior Officer Training Division

SUBJECT: Weekly Progress Report -- 28 August - 3 September 1953

1. Seven Junior Officers, of whom five will be OCS candidates, will enter the B.I.C. #13 on 8 September.

2. The Chief of this Division attended a meeting with the DDGI to discuss the OCS Program and the possibility of recruiting from the college R.O.T.C. programs.

3. Three provisionally cleared J.O.T.'s, ^{unoff} [redacted] 25X1 have been assigned to a special, unclassified project at the request of ~~the~~ ^{Mr Robert Amory} [redacted] ~~will act as liaison.~~ ✓ 25X1

4. J.O.T. [redacted] has been assigned to a tailored training program at OCD under the direct supervision of [redacted] 25X1

5. The Chief of this Division met with the Chief of Logistics and his staff to discuss a possible training program for J.O.T.'s who have had training and/or experience in business or public administration.

6. The matter of establishing standard operating procedures for reinstating as employees of the Agency those military officers who will complete their military tours of duty after having been on the JO/OCS Program is being studied. It is anticipated that all arrangements will have been made by the time the first of these officers becomes available for reinstatement.

7. Attached is a detailed monthly report of the status of those in the JOT/OCS Program. Hereafter the monthly report will indicate only those changes which have occurred in the course of the last thirty days.

8. The possibility of developing procedures whereby Agency-cleared [redacted] will administer testing to J.O.T. candidates under the direction of the A&E Staff is being studied. If it can be arranged for candidates to be tested while they are in college without having to travel to testing centers and at times immediately after their files have been screened, it is estimated that considerable expense will be saved the Agency, ~~the A&E Staff will be less harassed by the requirements to travel to various points of the country at stipulated periods, and actions on~~ ✓ 25X1

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various successful candidates can be initiated much more rapidly than under the present system.

9. Files of five prospective candidates were reviewed; interviews were held with six prospective candidates.

25X1

Attachment - Monthly Report